

DCI/ICS-81-2903

23 March 1981

MEMORANDUM FOR: William N. Hart
Chairperson, CIA Safety Committee

DD/A REGISTRY

E: Pers-16

STAT FROM:

[Redacted]

SUBJECT: Representatives for the Agency's Safety Committee

STAT REFERENCE:

[Redacted] Announcement of Organizational Change
Office of the Director of Central Intelligence

1. Prior to the reference, which announced the consolidation of the Resource Management Staff and the Collection Tasking Staff into the Intelligence Community Staff, we had nominated a management and non-management representative from each of the staffs to serve on the Agency Safety Committee. With the formation of a single organization, the following employees have been selected to represent the IC Staff:

STAT

[Redacted]

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FILE: Pers-16

MINUTES
OF THE 14 JANUARY 1981
MEETING OF THE CENTRAL INTELLIGENCE AGENCY
SAFETY COMMITTEE

1. An informal, opening session, this meeting was chaired by the Associate Deputy Director for Administration, William N. Hart. Then, [] was introduced. He described himself as a technical consultant to the Committee and gave a brief summary of this background. After other introductions, Mr. Hart began the discussion.

3. Mr. Hart asked the Committee members to contact the Collateral Duty Officer (CDOs) in their areas. [] office will send a list of the CDOs to each member. Mr. Hart suggested that the Committee be briefed on the training process and responsibilities of the CDOs at the March meeting. Members were asked to encourage the people they deal with to report safety problems.

4. Mr. Hart also made the following suggestions:

- the Committee should meet the industrial hygienist;
- a viewing of the educational multimedia film should be scheduled;
- a notice should be put out informing Agency personnel of this Committee and its members. [] office will put out such a notice.)

5. The meeting was adjourned.

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